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ABSTRACT

THE QUESTIONNAIRE REPRODUCED HERE IS TO BE COMPLETED IN PART BY THE SCHOOL SUPERINTENDENT AND IN PART BY THE SCHOOL PRINCIPAL. IT REFLECTS THE CRITERIA USED IN THE SELECTION OF A SCHOOL FOR PARTICIPATION IN INDIVIDUALLY PRESCRIBED INSTRUCTION (IPI). ADMINISTRATIVE COMMITMENT, TEACHER COMMITMENT, WILLINGNESS FOR RETRAINING OF TEACHERS AND ADMINISTRATORS, AND WILLINGNESS FOR PARTICIPATION IN RESEARCH ARE SURVEYED, AS WELL AS THE PAST HISTORY OF THE SCHOOL IN TERMS OF ITS READINESS FOR INDIVIDUALIZED INSTRUCTION. (JY)

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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ED036193

INDIVIDUALLY PRESCRIBED INSTRUCTION

January 1968

The attached application information is to be completed before April 1 and returned to:

Dr. Robert G. Scanlon
Director - Instructional Systems
Research for Better Schools
121 South Broad Street
Philadelphia, Pa. 19107

Criteria for selecting schools for participation in Individually Prescribed Instruction is reflected in the application. The criteria used is the following:

1. Administrative commitment - By this we mean, a self-study on the part of the local administration, gaining first-hand knowledge about the essential elements of Individually Prescribed Instruction and understanding some of the financial implications that each of these elements has. We then ask the administration to be able to say that they indeed can support, not only in philosophy, but financially, this project.

2. Teacher commitment - We sincerely believe that the teachers of any given school have the same right that the administration has in investigating a new instructional system that's to be used in their schools. Therefore, we ask that the faculty, or at least faculty representation, have an opportunity to visit our demonstration school and talk to other teachers and be involved in the basic decision as to whether their school will or will not become an IPI school.

3. An understanding of the need for both administrative and teacher retraining. The understanding must include the kind of training that's involved, the time needed for such training, etc.

4. Participation in research - Both the teachers and the administration should know quite clearly the kinds of research questions that are being asked, the kinds of data that will be collected, the need for attitude surveys of both teachers and students, additional achievement testing, etc.

5. Uniqueness of situation - Here, we try to take into consideration the past history of any given school in terms of their own readiness activities for individualization. In the situations where we have applied the criteria and have held to at least the first four, we have found that the success level is indeed high.

Please note: A section of the application is to be completed by the Superintendent (Part II), while Part III is to be completed by the Principal.

EM007779

APPLICATION

IPI Application Part 1: Basic Information

School Name _____

School Address _____
Street County State

School Phone _____ _____
Area Code Number

School District _____

School Superintendent _____ _____
Phone Number

School Principal _____

Number of full-time teachers in school _____

Number of part-time teachers in school _____

Number of other professionals in school _____

Number of non-professionals in school _____

Number of pupils enrolled in 1967-68 _____

Number of pupils anticipated for 1968-69 _____

Listing of all special programs in school with a brief description of each.

_____

_____

_____

_____

_____

_____

_____

IPI Application Part 1: Arithmetic Classes

Grade	Number of Arithmetic Classes	Number of Arithmetic Teachers
1		
2		
3		
4		
5		
6		

Non-Graded
(Specify Grades)

Other (Specify)

_____

Comments:

IPI Application Part 1: Pupil Enrollment by Grade

Grade	Boys	Girls	Total
K			
1			
2			
3			
4			
5			
6			
Non-Graded (Specify Grades)			
Special			
Other (Specify)			
Total			

IPI Application Part II: Superintendent

Knowledge of the IPI System

1. Have you read the following IPI literature?:

   a. "The Project for Individually Prescribed Instruction," C. M. Lindvall and John O. Bolvin ____ yes ____ no

   b. "Rationale and Philosophy of the Oakleaf Mathematics Continuum," Joseph I. Lipson ____ yes ____ no

   c. The IPI Manual ____ yes ____ no

   d. Other (specify):

   _____

   _____

   _____

2. Have you discussed IPI with:

   a. An RBS staff member? ____ yes ____ no
   Who?

   b. Another Regional Education Lab representative? ____ yes ____ no
   Who?

   c. An LRDC staff member? ____ yes ____ no
   Who?

   d. Other? (specify) ____ yes ____ no

3. Have you or a representative from your office visited an IPI demonstration school? ____ yes ____ no

   Who? _____

   When? _____

   Where? _____

   How Long? _____

IPI Application Part II: Superintendent

4. Have other people in the district visited an IPI demonstration school? ____ yes ____ no

   a. Board members? (#____) ____ yes ____ no

   b. Principal of the selected IPI school? ____ yes ____ no

   c. Teachers from the selected IPI school? (#____) ____ yes ____ no

   d. Others? (specify) ____ yes ____ no

   _____

   _____

   _____

5. Have you acquainted the following people with information about IPI?

   a. School Board members? ____ yes ____ no

   b. Principal of selected IPI school? ____ yes ____ no

   c. Teachers from selected IPI school? ____ yes ____ no

   d. Others? (specify) ____ yes ____ no

6. List the methods you have used to acquaint the above with IPI:

   a. Reading materials? (specify) ____ yes ____ no

   _____

   _____

   b. Building meetings? ____ yes ____ no

   c. Visitations to IPI demonstration schools? ____ yes ____ no

   d. Individual conferences? ____ yes ____ no

   e. Other? (specify) ____ yes ____ no

IPI Application Part II: Superintendent

Requirements of the IPI System - Program Requirements

1. Are you aware of the following program requirements?

   a. A schedule which:

      (1) Allows teachers time to write prescriptions ____ yes ____ no

      (2) Allows teachers time to plan at grade level meetings ____ yes ____ no

      (3) Allows principal to attend all grade level meetings ____ yes ____ no

      (4) Allows principal some participation in classes weekly ____ yes ____ no

      (5) Makes use of teacher aides ____ yes ____ no

      (6) Makes use of extra professional staff ____ yes ____ no

   b. Pupil freedom to move through the building to:

      (1) Carry out prescriptions ____ yes ____ no

      (2) Obtain materials ____ yes ____ no

      (3) Take work to be scored ____ yes ____ no

   c. Space for an IPI materials center ____ yes ____ no

   d. IPI materials and shelving ____ yes ____ no

   e. Additional personnel if necessary ____ yes ____ no

Training Requirements

1. Are you aware of the following training requirements?

   a. Three-week training session for principal during the school year. ____ yes ____ no

   b. 50-75 hours of teacher training during the summer ____ yes ____ no

c. Students to work with during teacher training sessions.

yes no

d. Sets of RBS teacher training materials

yes no

e. Visitation to an IPI demonstration school by the principal and representative teachers

yes no

Research Requirements

Are you aware of the following research requirements?

Cooperation in providing data in order to answer research questions.

yes no

Cost Requirements

Are you aware of the following cost requirements?

1. Additional per pupil expenditure made up of: (See attached simulated budget.)

a. Consummable materials

yes no

b. Permanent shelving

yes no

c. Additional staff if necessary

yes no

d. Data processing

yes no

2. Training costs for staff:

a. Travel, room and board during three-week training program for principal

yes no

b. Substitute principal salary

yes no

c. Salary for teachers and principal during 50-75 hours of summer training

yes no

d. RBS teacher training materials

yes no

e. Travel, room and board for teachers and principal visitations to demonstration school

yes no

Commitment to the Program and Its Requirements

1. Are you and the Board of Education willing to implement all requirements outlined above?

yes no

If not, specify those you cannot fulfill:

Program: _____

_____

_____

Training: _____

_____

_____

Research: _____

_____

_____

Cost: _____

_____

_____

2. Is your school district willing to fund the program?

yes no

If not, specify other means of support:

_____

_____

3. Have you selected a principal who can handle the additional organization of the school, communication with the staff, and data collection which is necessary?

yes no

IPI Application Part II: Superintendent

4. Have the teachers expressed a willingness to cooperate in the training, implementing of IPI in the classroom and in carrying out the research effort?

yes no

5. Have the teachers in the building been given the option of not teaching in the IPI school?

yes no

IPI Application Part III: Principal

Knowledge of IPI System

1. Have you read the following IPI literature?

   a. "The Project for Individually Prescribed Instruction," C.M. Lindvall and John O. Bolvin? ____ yes ____ no

   b. "Rationale and Philosophy of the Oakleaf Mathematics Continuum," Joseph I. Lipson? ____ yes ____ no

   c. The IPI Manual? ____ yes ____ no

   d. Others? (specify) ____ yes ____ no

   _____

   _____

   _____

2. Have you discussed IPI with:

   a. The superintendent? ____ yes ____ no

   b. An RBS staff member? ____ yes ____ no

      Who? _____

   c. Another regional education lab representative? ____ yes ____ no

      Who? _____

   d. An LRDC staff member? ____ yes ____ no

      Who? _____

   e. Others? (specify) ____ yes ____ no

   _____

   _____

   _____

IPI Application Part III: Principal

3. Have you and members of your staff visited an IPI demonstration school? ____ yes ____ no

   Who? _____

   When? _____ _____

   Where? _____

   How long? _____

4. Have you acquainted all your staff members with information about IPI? ____ yes ____ no

5. List the methods you have used to acquaint your staff with IPI:

   a. Reading materials? (specify) ____ yes ____ no

   _____

   _____

   b. Building meetings? ____ yes ____ no

   c. Visitations to IPI demonstration schools? ____ yes ____ no

   d. Individual conferences? ____ yes ____ no

   e. Other? (specify) ____ yes ____ no

   _____

   _____

   _____

   _____

IPI Application Part III: Principal

Requirements of the IPI System

Program Requirements

Are you aware of the following program requirements?

1. A schedule which:
   a. Allows teachers time to write prescriptions? yes no
   b. Allows teachers time once each week to plan at grade level meetings? yes no
   c. Allows for principal's participation in classrooms prior to planning sessions? yes no
   d. Allows for principal's attendance at weekly grade level planning sessions? yes no
   e. Makes use of teacher aides in IPI? yes no
   f. Makes use of additional professional personnel? yes no
2. Principal's analysis of sample teacher prescriptions? yes no
3. Principal's supervision of teacher aides? yes no
4. Pupil freedom to move through the building to:
   a. Carry out prescriptions? yes no
   b. Obtain materials? yes no
   c. Take work to be scored? yes no

IPI Application Part III: Principal

5. Organization of space for:
   a. Materials center? ____ yes ____ no
   b. Teacher planning and prescription writing? ____ yes ____ no
   c. Aides work area? ____ yes ____ no
6. Organization of materials? ____ yes ____ no

Training Requirements

Are you aware of the following training requirements?

1. Three week training session for principal during the school year? ____ yes ____ no
2. 50-75 hours of teacher training during the summer? ____ yes ____ no
3. Principal's leadership during teacher training? ____ yes ____ no
4. Students to work with during teacher training? ____ yes ____ no
5. Use of RBS teacher training materials? ____ yes ____ no
6. Visitation to an IPI demonstration school by principal and representative teachers? ____ yes ____ no

Research Requirements

Are you aware of the following research requirement?

Cooperation in providing data in order to answer the research questions? ____ yes ____ no

IPI Application Part III: Principal

Commitment to the IPI System and Its Requirements

1. Are you willing to implement all the requirements outlined above?

yes no

If not, specify those you cannot fulfill:

Program: _____

_____

_____

Training: _____

_____

_____

Research: _____

_____

_____

2. Do you feel comfortable with: the organization of the school, communication with the staff, and research effort which is necessary?

yes no

If not, specify particular difficulty:

_____

_____

3. Have the teachers expressed a willingness to cooperate in the training, implementing of IPI in the classroom and in carrying out the research effort?

yes no

4. Have the teachers in the building been given the option of not teaching in the IPI school?

yes no